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ABSTRACT

Narrative and statistics are used to describe the activities of the University of New Mexico libraries in fiscal year 1973-74. The information given includes quantities of print and nonprint material acquired; changes in the administrative, readers' services, and technical processes divisions; the establishment of a collection development office; and activities of the Southwest Academic Library Consortium. A list of the library faculty and staff is appended. (SL)

the university of new mexico

general library

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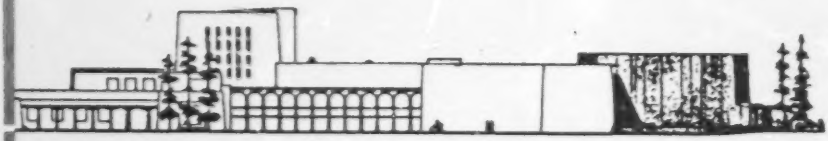

IR001825

annual report

1973-74

ED104421

ANNUAL REPORT

of

The General Library
The University of New Mexico

by

Arthur L. DeVolder
Interim Dean of Library Services

Albuquerque, New Mexico 87131
August, 1974

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IR001825

1973-1974

Annual Report of the

GENERAL LIBRARY

THE UNIVERSITY OF NEW MEXICO

by

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Interim Dean

Introduction

The biggest problem that faced The University libraries in the past ten years has been the lack of sufficient library resources and the lack of funds to support the burgeoning growth of The University. For many years faculty and students expressed their dissatisfaction in many ways; and several years ago the accreditation of The University was threatened by the lack of sufficient supportive library activities. The rising rate of both student and faculty and the growth of undergraduate, masters and doctoral programs required more aid.

As a result of a study of the problem, it was suggested by many persons that a bond issue for the support of the book collection of the academic institutions be presented to the voters for their approval. In November, 1972 the proposition to float a bond issue for $10,000,000 to support academic libraries was passed by a two to one margin. As a result the General Library of The University was granted as a supplement to its regular budget the sum of $828,000. for the purchase of books and related education materials.

This windfall was not without its problems, as no monies were provided for processing the materials, consequently, this did cause many problems in all aspects of adding materials to the library. However, undaunted, the library staff by various methods planned the program of selection, addition, cataloging, and all its ramifications and plunged into the new fiscal year with its promise of collection improvement with a great zeal.

The plan was to purchase many collections, back runs of periodicals and individual items that had been neglected due to the lack of funds in the past. The goal was set to purchase approximately 60,000 to 70,000 books a year in various format to try to bring the library into line with the Clapp-Jordan formula for a collection of 1,149,133 books within the next five years. This meant that the library had a deficiency of over 500,000 volumes and that it appeared the library would fall short of the goal; however, every attempt would be made to get as much out of the monies available to try to reach the nearest point to the goal as time budget and inflation would permit.

Current Activity

This past fiscal year the library did not obtain its goal in every respect, but many strides were made toward the processing, purchasing and handling of the materials wanted. Over 48,000 volumes in hardbound form, and 7500 titles in microform were added in addition to government publications, films, cassettes and many other special items which can be studied in detail in the accompanying statistics.

New methods and devices were studied and obtained to process materials on hand. The library added a Micrographic Catalog Retrieval System to aid in cataloging, as well as purchasing materials with full catalog processing to aid the prompt processing of incoming materials. A new computerized accounting system--BATAB--was installed to aid in more effective handling of incoming bills; and recently the library has joined an inter-regional agency--The Inter-University Council of Dallas--to establish relationship with the Ohio College Library Center to aid the cataloging process by an on-line computerized service which will enable us to speed up our processing and to create eventually a better cooperative relationship with other schools in the state by a centralized accessions data bank.

Present technical service operations include microfiche reproduction of our serials list in both an alphabetic and subject arrangement; while a weekly computerized list gives to our staff, students and faculty information of new additions to the library. A computerized list of books

on order is also utilized to check requests and to keep a search tool for purchasing books up-to-date.

Members of the staff in all areas are working incessantly to improve the total concept of service in all areas of the library. Rather than detail this information, it is suggested that contact with the staff would be a more effective way to learn of the many new services and improvement in previous activities have added to the effectiveness of the library.

Administrative Services

Special innovations in reproduction and printing, as well as binding, made the Library Copy Services an important section of library service. Over a 1,610,000 Xerox copies were reproduced; while nearly 560,000 pages were multigraphed for various uses. Other services included production of 5,241 frames of microfilm 102 positive rolls of microfilm, 102 photoprints, 6,589 reader-printer sheets and 2,313 velo-bound books.

The financial section of the Services also did a tremendous job in accounting for the $2,367,513. budget for the year; and the office staff is to be commended for its activities in keeping a busy operation running effectively.

Other accomplishments in this Services area included major activities in system design and analysis with various programs being implemented such as PATAB, implementation of ERIC search service, interlibrary loan computer program, IUD-OCLC coordination and similar programs.

Readers' Services Division

A major change took place in the Division with the separation of the bibliographic function (Bibliography Department) from the area and its reorganization as a separate division which was designated as the Collection Development Division. The change was made in January, 1974, and a report on this Division is located elsewhere in this document.

Particular attention is being paid to suggestions made by patrons and and suggestion boxes are conveniently located for input information so that the staff can learn more directly what patrons need.

New developments have been made in orientation procedures and a staff

member has been assigned to full-time Orientation and Graduate Research problems under the direction of Assistant Dean for Readers' Services.

The Reference Department has been publishing various tip sheets giving varied information about library activities, hours, location of certain materials and endeavoring to keep patrons informed about changes taking place since many moves of materials are constantly being made because of remodelling and building additions.

Library service facilties have been expanded and improved in the Fine Arts and Parish Libraries. Listening facilities at the Fine Arts Library have been expanded as well as space and shelving facilties. Materials have been transferred from the General Library to the Parish Library to expand that area's service from approximately 3,000 to 20,000 volumes of business and administrative science books and serials.

Workshops have been held by various departments during the year to improve staff abilities and new services have been added of which the most outstanding was that of an experimental program in coordination with the Technology Applications Center covering literature searches in machine readable data bases.

Service in the Government Publications Section was vastly improved by the addition of the depository status for the Food and Agricultural Organization of the U.N. publications; as well as extensive additions of microforms in a multitutde of topics.

The Special Collection Department staff has been expanded to improve services in the Southwest and New Mexico collections, as well as maps, archival materials, and rare books. New policies are being formed to improve handling of materials of all types. Some items--such as 16 mm films--have been transferred out to other areas to attempt to consolidate the specialities of the department. This area is currently having installed a security system to prevent reoccurrence of major theft such as occurred several years ago. During the year four honorary consultants were named to aid in collection development: George Dalphin of the Sandia Laboratory for the Map Collection, Jack Rittenhouse of the UNM Press for the history of books and printing, Andy Gregg, New Mexico historian for western history and Florence Lister, writer for Southwestern archaelogy and ethnology.

One of the biggest jobs of the Circulation Department has been constant reorganization of the collection because of the building and remodelling program. Another has been to cope with problems of staffing created by extended ho[illegible] and the reduced working space created by construction on the new el[illegible]ator shaft.

Current study is being made on the possibility of installing an electronic security system to stop theft of books from the library collection as well as improvement of the reserve book listing and possibility of establishing some type of improved check-out system.

Technical Services Division

New developments in the Acquisitions Department were the completion of the first year of use of the Baker and Taylor Automated Buying Systems for Libraries which is an automated ordering/accounting system. The system aided in increasing production without the addition of staff, yet the department was not able to input many items and are still very heavily backlogged. In the Spring 1974 the department personnel began to use the Inforex system--a key-to-disc computerized input system that eleminated an extra keying process. The department backlog amount to 13,610 orders to be input and retrospective bloc purchases to be received of 74,256 items. Many changes were made in procedures and personnel which did delay some of the activities of the Department. Expansion was made possible in work space by transfer of the Serials Department to the basement.

In the Gift Exchanges Section of the Acquisition Department seven exchange lists were prepared during the year to over 250 addresses of which 41 are foreign. Some sales during the year of surplus materials was $1,724.47. The number of gifts received totaled 49,717 items from 1,010 donors. A major item received was that of 592 books and 95 serials from S. R. Shapiro, a New York bookdealer. The collection consisted of photography books, cartoons and foreign items. In March, 1974 the library received a gift of 595 books and 908 serials concerning Latin America and Economics from L. Liepe. Albuquerque Public Library also donated a sizeable gift of 1,304 books and 3,278 serials.

The Catalog Department is trying to cope with the increased processing and made many changes in procedure. Several mechanical and microform aids were instituted to improve procedures. The Micrographic Cataloging

Retrieval System and the Dennison Copier have been utilized to produce copy from the National Union Catalogs. Much of the cataloging originated outside of the Library by use of the Abel, Baker and Taylor and the Somico Librarian photographic systems.

In Spring, 1974 the Catalog department was divided into two areas of responsibility: Original Cataloging and Processing. Separation of the departments allowed better control over the problems of Original Cataloging and handling of the processing work done by the commercial agencies. In December, 1973 the Catalog department in cooperation with the Systems Librarian began planning procedures and studied various training manuals pertaining to the Ohio College Library Center system which will be utilized on an on-line computer basis to obtain cataloging data. It is anticipated that the system will be in operation by September 1, 1974.

The Catalog Department (Original Cataloging) is anticipating its move into the new addition to the building in November, 1974. There have been many inconveniences caused by the construction; however, it has not created any obstructions in operation, except for excessive noise due to construction equipment, machinery, etc.

As was mentioned earlier, in the Spring, 1974 the Processing Department was set up "to increase efficiency and effectiveness of processing operations, to place proper attention and emphasis to the type of work which ultimately handles most pieces made available to the public." Some of the reorganization did help in processing new titles, aided in clearing up filing backlogs, and created a record in the addition of over 5,000 volumes during the month of May, 1974.

Revised Simplified Filing Rules were organized for use of the filers and other departments in the library to give a better understanding of filing procedures. A review was made of the changes that had been made due to the division of the main card catalog from a dictionary catalog to an author-title and subject catalog. The general opinion was that some gain had been made in use and filing procedures, and although not significant, it was sufficient to create a better use of the card catalog even if it may have required more training information on the part of the Reference Department in teaching use of the catalogs to the clientele.

During the year the decision was made not to file any serial cards in the main catalog since it was planned to have full reliance upon the use of the Library Serials Printout and the Serials Subject List. These lists were issued on microfiche in August and September, 1974 respectively, through the cooperation of Serials Department and the Reference Department.

In March, 1974 the Serials Department was moved into the basement so that the Acquisitions Department could be expanded and to prepare for eventual occupation of the area as a Periodical Room upon completion of the addition. Floor space in the new wing will amount to over 27,000 square feet. It is planned to combine this area with the previous 13,000 square feet to have the combined space for all serials in the library which are received a minimum of four times a year. Some of the area will also be used for all microforms and some government documents. It is anticipated that some reorganization will have to be undertaken to include these new activities in the Periodical Room. At the present time some staff has been transferred from the Circulation Department to put the handling--including shelving of periodicals--under the jurisdiction of the Serials Department.

The bindery section was also moved into the basement placing the activities of the section in close proximity to the display shelving area and making the pick-up of items needed for binding more effective.

Another major project is the transfer of the pharmacy serials to the Library of the Medical Sciences. It is anticipated that in November, 1974 this project will be completed and then work will begin on the transfer of books in the pharmacy classifications.

Collection Development Division

The status of the Division was established in December, 1973 and approved by the Vice-President for Academic Affairs in March 1974. The title was changed at that time from the Bibliography Department to the Collection Development Division as suggested by the Booz, Allen and Hamilton Survey Report in November 1972.

One of the cheif reasons behind the change was a shift in collection building from a general faculty selection system to a centralized library

responsibility because of the passage of the bond issue which would require an expenditure in the next four years of approximately $3,200,000 of bond money and $2,000,000. of general support funds.

Many changes have been made in collection building procedures as the increased funds require switching from title-by title selection to bloc purchasing, approval plans and blanket order plans with publishers and jobbers throughout the world.

In some cases intentional unwanted duplicates will be shared through a cooperative purchase plan with the other academic libraries in the state.

Special funds have been set aside to handle special research on reserve book needs. These items receive priority on "rush" handling.

At the present time the Assistant Dean for Collection Development is assisted by four full time professional bibliographers supplemented by four part-time subject specialists such as the Business and Administrative Sciences Librarian, Music and Fine Arts Librarians, Special Collections Librarian and Reference.

In December, 1973 a "Bib-Rap" Seminar Day was held for acquisition librarians around the state to discuss book acquisitions and selections procedures. In the Spring 1974 several in-service library sessions were held on the new concept of bibliographic procedures in which approval plans, blanket orders and other methods were explained.

Cooperative buying on local, state and national levels is being considered so that certain types of expensive sets are not duplicated. This work is being done through cooperative listing of items available through the New Mexico Academic Library Council, The Southwest Consortium, and membership in the Center for Research Libraries in Chicago.

Many special collections are being added through the facilities of the bond issue. A few include such items as the British Parliamentary Papers of 1,000 volumes, the Day Collection of Science Fiction serials of 1,200 volumes, the McGuire Collection of Classical and Medieval Literature and History, the T. Lynn Smith Collection of Latin American socialogical history consisting of extensive holdings in book and pamphlet form.

Also Argentina Biography and History, Latin American Collection on Politics, a History of Mathematics collection and many others.

Other Activities

Many new activities were begun under the direction of the Dean of Library Services, Dr. John F. Harvey. He established, in cooperation with staff members, a Council on Staff Affairs. A member of the Council was also an ex-officio member of the Administrative Council and participated in various discussions of activities and policies pertaining to the library.

Major emphasis of the Council's activities included the study of various grievance procedures, physical problems of library operations as it pertained to the staff, improvement of communications between the management and the staff, and salary and classification questions.

Another active library group was the Education Committee which arranged for several tours to the Albuquerque Public Schools Library Processing and Data Services Center, the examination of the new Instructional Media Services facilities with which the library cooperates in handling of 16 mm films; as well as a tour to the Sandia Corporations Data Processing Center and a seminar on the Bibliographic Department's activities. The main goal of the group has been to expand communication of our library with that of other institutions and to acquaint the staff with general educational topics, current events and new systems.

Bringing creative talent to the attention of the library clientele has been the work of the Exhibits Committee which has had several functions: a General Library Staff Arts and Crafts Exhibit; an exhibit by several Mexican-American artists, a reception for the writer, Jacinto Quirarte. Exhibits on Brazilian books, the State Bond Purchase books, Swiss Graphics, UNM Press books, and the Making of the Book Exhibit of Carl Herzog were all well received.

The Library Bibliographic Series started by Mr. David O. Kelley several years ago was re-instituted by Dr. John F. Harvey under a new series designated as SOURCES. Two publications were produced and are being sold through the facilities of the University Bookstore. Three manuscripts have been accepted and are awaiting typing. Two others are under consideration.

The title Bibliography of Hispanic Music in the Fine Arts Library of the University of New Mexico by Ned Sublette, Compiler, has had very

good sales as has the separate publication New Mexico Church and Synagogue Library Directory by G. Martin and Marilyn Ruoss. It is anticipated that the new publication by the Reference Staffs of the University Libraries: Catalog of Indexes and Abstracts in the University of New Mexico Libraries, 2d. ed., should be published in the Fall, 1974.

The Legislative Information Committee was established to make staff members more aware of the activities of the Legislature and to bring the attention of the Legislators to the plight of libraries. There was close coordination with the university officials who make most of the legislative contact; as well as with various regents and members of the BEF as well as the legislators themselves through attendance of meeting or luncheon programs. Activities included extending and invitation to and showing about twenty-five members of the Chamber of Commerce the library's facilities. Close cooperation was established with the NMLA Legislation and Intellectual Freedom Committee to obtain state-wide backing for library support.

During the year there was established a Libraries' Reference Council to create closer rapport between all the libraries on campus. Various members of the council met throughout the year to discuss activities and problems pertaining to an exchange of information and problems related to reference materials.

Another active group was the Library Audio-Visual Committee which studied and made some recommendations as to what direction the library should take in development of audio-visual activities. Several policies were suggested and the committee will continue to study the problems which came up. An interim policy on 16 mm films decided that the library would purchase these films, but deposit them with the Instructional Media Services for use campus-wide. It is anticipated that after remodelling of the Zimmerman I that the library should use part of the area in the T-section of the old building for establishment of various audio-visual activities. However, at this time it is not feasible from a staffing and remodelling standpoint.

During the year the Staff Social Committee had several functions including a Christmas dinner, aid to a needy family, several social activities including hiking and retirement and staff departure parties.

Dr. T. M. Pearce, Historian of the New Mexico Folklore Society worked with members of the staff to attempt to find means of enlarging the New Mexico Folklore Fund and to work on the New Mexico Folklore Index, a subject file first prepared in 1955 and currently located in the Special Collections Department of the Library. - Plans were made to cooperate with Colorado College to obtain information on their bibliographical guide to Spanish folklore of that region.

Friends of the Library

In November 1973 Mr. William Weinrod was employed as the Executive Secretary of the Friends of the Library. At the present time there are 590 members. During the year, a cash gift of $2,000. as a memorial fund was solicited from Mrs. G. Friedman as well as a tape collection including lectures and interviews of important literary dignitaries was obtained from Dr. Alexander Masley. Other persons have been approached for support especially for the College of Fine Arts and the Fine Arts Library.

A Lecture Series, which was inaugurated during this fiscal year by Dr. John F. Harvey presented eight distinguished guest lecturers in the Clinton P. Anderson room in the General Library. Incidental costs for the series were paid for by the Friends.

The First Annual Shapiro Book Collection Contest, another innovation of Dr. Harvey's, had excellent participation and was supported by a $250. grant from the Friends.

The Friends contributed funds to buy a valuable edition of William Blake's illustrations for Gray's Elegy in a Country Churchyard. The volume cost more that $1,000.

The Southwest Academic Library Consortium

The Consortium membership has grown to thirty-three members as of June 30, 1974. This spring the headquarters for the Consortium has been transferred to Eastern New Mexico University, which is the geographic center of the area of membership in the states of Oklahoma, Texas and New Mexico. The Executive Secretary position was also transferred from Dr. John F. Harvey to Mr. Pearce Grove.

Last year's grant to the University of New Mexico's General Library totaled $8,913. No grants have been distributed this year. The only major

project of the institutions this year was the Shelflist-Measurement Project undertaken to collect approximate data on subject holdings in the various libraries. There is to be a title count only, not volumes.

Staff Activities

Many of the staff--both professional and clerical--participated in varied events: political, social, travel and educational. A goodly number of them are engaged in educational improvement programs leading to either second degrees or Ph.D. programs. The library added several new staff members with Ph.D degrees or Ph.D. in progress. Several staff members had chapters in books, articles or books published during the year. Many participated in international travel in areas such as Africa, South America, Europe and several visited Asiatic countries.

Participation in professional organizations was held on all levels ranging from activities in the Greater Albuquerque Library Association to offices in national organizations. Several staff members participated in buying trips, especially in New York; and one member--sponsored by The Language-Area Center for Latin American Studies--covered a number of Latin American countries and made approval plan arrangements with numberous dealers in Puerto Rico, Brazil, Columbia, Peru, Chile and Argentina.

Respectfully submitted

Arthur L. DeVolder

Arthur L. DeVolder
Interim Dean of Library Services

August 7, 1974

APPENDIX A

PROCESSING OF MATERIALS
General Library

	1972-73	1973-74
New Titles Cataloged	20,916	27,414
Number of Titles Recataloged	877	245
Volumes Added:		
By Purchase	21,284	35,999
By Gift, Exchange, Deposit	5,022	5,208
By Binding of Periodicals	9,532	7,082
Totals	35,838	48,289
Number of New Serial Titles Added	928	476
Total Number of Serial Titles in the Checklist	21,568	21,703
Binding (in volumes):		
Commercial Bindery-		
Books	3,275	4,788
Periodicals	9,907	8,943
Theses	608	537
Totals	13,790	14,268
Home Bindery-		
"Z" Binding	300	0
Pamphlet Binding	995	1,076
Tying of incomplete volumes	250	0
Totals	1,545	1,076
Photographic Services:		
Negative microfilm frames	9,079	5,241
Prints (including reader-printer)	426	7,169
Microfilm-		
Positives from negatives	80	102
Xerox prints	370,190	1,610,256
Multilith	135,127	559,709

APPENDIX B

SIZE AND GROWTH OF THE COLLECTIONS

	The General Library	Medical Library	Law Library	Totals
Number of Cataloged Volumes, June 30, 1973	624,218	68,046	108,183	800,347
Volumes Added (Net) 1973-74	46,010	4,017	12,363	62,390
Number of Cataloged Volumes, June 30, 1974	670,228	72,063	120,446	862,737
Percentage Increase				7.8%

Other Processed Materials in the Libraries:	June 30, 1973	Net Added 1973-74	Totals June 30, 1974
Maps	76,053	791	76,844
Microfilm (reels of varying lengths)	20,376	5,189	25,565
Microcards	223,746	0	223,746
Microfiche	268,908	97,655	366,563
Phonodiscs	10,306	952	11,258
Tape Recordings	3,776	231	4,007
Slides	4,060	1,136	5,196
Transparencies (Overhead projector type)	2,183	0	2,183
Motion Pictures (16 mm reels)	85	6	91
Film Loops, 8 mm	115	0	115
Prints	40	0	40
Pamphlets and Catalogs	2,132	4,500	6,632

APPENDIX C

USE STATISTICS - CIRCULATION DEPARTMENT
ZIMMERMAN LIBRARY

	1973-74	% Increase or Decrease	1972-73
Turnstiles (Exits)	757,340	-4.7%	795,118
Circulation Desk Charges	223,860	+1.6%	220,293
Public Charges	206,634	+4.2%	198,209
Books	175,302	+2.8%	170,577
Student	144,974	+2.3%	141,772
Faculty	10,996	-1.1%	11,115
Special	5,261	+17.5%	11,197
Limited	7,901		0
Carrell	6,170	-5.1%	6,493
Serials	27,455	+9.2%	25,132
Student	23,238	+12.2%	20,718
Faculty	1,694	+6.3%	1,593
Special	760	-28.5%	1,507
Limited	317		0
Carrell	1,446	+10.0%	1,314
Gov't. Pubs.	1,348	-0.9%	1,360
Student	934		n/a
Faculty	116		n/a
Special	152		n/a
Limited	94		0
Carrell	52		42
I-L Loan	2,529	+121.8%	1,140
Internal Charges	17,226	-22.0%	22,094
Bindery	11,588	-19.9%	14,464
Reserve	4,143	-32.6%	6,145
Others	1,495	+0.7%	1,485
(Included in above counts:			
Total carrell charges	(7,668)	(-2.3%)	(7,849)
Total renewals	(9,467)	(+5.4%)	(8,980)

	1973-74	% Increase or Decrease	1972-73
Reserved Book Room Charges	56,933	-15.1%	67,034
2 hour	40,082	-22.6%	51,775
1 day	10,795	+40.2%	7,702
3 day	6,056	-17.5%	7,343
(Included in above counts:			
Library	(35,396)	(-14.1%)	(41,201)
Personal	(21,537)	(-16.0%)	(25,619)
Books on Reserve: Median Count	5,096	+10.2%	4,626

USE STATISTICS - FINE ARTS LIBRARY

	1972/1973	1973/1974
Loans for Home Use	25,716	30,599
Reserved Book Loans	24,790	25,543
Loans of Phonodisc/Tapes	100,570	57,309 #
Number of Individuals Passing Exit Turnstiles	120,975	126,956

The use of this materials was limited because the room was either closed or working at a minimum due to expansion and remodeling.

USE STATISTICS - WILLIAM J. PARISH LIBRARY

Loans for Home Use	2,085	4,341
Reserved Book Loans	6,471	13,279
Serial Circulation	546	848
Number of Users Recorded	60,988	54,591
Reference assistance, number of contacts	N/A	3,581
Orientations (class)	N/A	12
Microform print-outs	N/A	889

APPENDIX D

LIBRARIES EXPENDITURES

	1972/1973	1973/1974
The General Library		
University Funds:		
Salaries	$ 723,837.	$ 903,164.03
Supplies and Expenses	43,871.	60,301.32
Equipment	9,441.	19,125.19
Travel	N/A	3,442.97
Data Processing	N/A	11,084.32
Books and Serials	494,293.	392,941.33
Binding	53,286.	51,084.48
Fringe Benefits	86,380.	113,923.48
Non-University Funds (Federal Support, 1-3)		
Consortium	N/A	8,460.50
Basic	N/A	1,670.92
Supplemental	N/A	5,646.32
Gifts	N/A	1,650.59
Bond Issue ($806,508 Budgeted)	N/A	795,017.42
Total	$1,411,108.	$2,367,513.87
Law Library		
Books and Other Materials	$ 86,692.	$ 85,156.05
Equipment and Binding	6,996.	5,811.59
Supplies and Expense	15,385.	16,904.00
Salaries:		
Staff	98,979.	124,928.67
Students	13,706.	12,553.43
Other	7,486.	9,583.18
Total	$ 225,244.	$ 254,836.92
Medical Library		
Books and Other Materials	$ 64,334.	$ 65,738.
Binding	5,931.	6,705.
Salaries:		
Staff	112,522.	148,979.
Students	7,486.	10,076.
Supplies and Expense	33,996.	44,180.
Equipment	2,000.	6,410.
Travel	4,951.	1,292.
Total	$ 231,220.	$ 283,380.
Total support for all libraries:	$1,867,572.	$2,905,730.79

Neither the Medical Library nor the Law Library included in their figures the $70,000. each of them received from the State Bond Issue.

TECHNICAL SERVICES DIVISION
STATISTICAL SUMMARY
July 1, 1973--June 30, 1974

ITEMS ADDED TO THE COLLECTION:

New titles cataloged	27,414
Volumes added:	
By purchase	35,999
Gift and Exchange	5,208
Bound periodicals	7,082
Total volumes added	48,289
Volumes withdrawn	2,279
Titles recataloged	245
Volumes recataloged	603
Titles reclassified	449
Volumes reclassified	2,584
Microfilm:	
Titles added:	6,829
Reels added:	1,453
Reels added to previous titles:	3,735
Total reels added:	5,188
Total reels accumulated to date	25,230
Microcards:	
Titles added:	0
Cards added:	0
Total cards accumulated to date	169,191
Microprints:	
Titles added:	0
Sheets added:	0
Total sheets accumulated to date	46,771
Microfiche:	
Titles added:	474
Microfiche added:	23,488
Microfiche added to previous titles	2,051
Total microfiche added	62,254
Filmstrips:	
Titles added:	10
Filmstrips added:	65
Total filmstrips accumulated to date	298

TECHNICAL SERVICES DIVISION
STATISTICAL SUMMARY
July 1, 1973--June 30, 1974
(Continued)

Phonodiscs:	
Zimmerman Library	
Titles added	76
Phonodiscs added	255
Total phonodiscs accumulated to date	328
Fine Arts Library	
Phonodiscs added	687
Total phonodiscs accumulated to date	10,930
Cassettes (Tape)	
Titles added	48
Reels added	39
Total reels accumulated to date	151
Tapes:	
Zimmerman Library	
Titles added	3
Reels added	3
Total reels accumulated to date	288
Fine Arts Library	
Reels added	228
Total reels accumulated to date	506
Transparencies (Overhead projector type)	
Titles added	0
Transparencies added	0
Total transparencies accumulated to date	2,183
Motion picture (16 mm film)	
Titles added	6
Reels added	6
Total reels accumulated to date	91
Motion picture (8 mm loop film)	
Titles added	0
Reels added	0
Total reels accumulated to date	105
Slides (2 x 2 transparencies)	
Zimmerman Library	
Titles added	9
Slides added	1,135
Pamphlets and Catalogs processed	
Pamphlets and catalogs added	4,500
Total amount of pamphlets and catalogs to date	6,632

TECHNICAL SERVICES DIVISION
STATISTICAL SUMMARY
July 1, 1973--June 30, 1974
(Continued)

Government depository and special microfiche items added in this fiscal year:

AEC	28,697
Patent Gazette	0
ERIC	12,821
NASA	8,091
Human Relations Area File	5,550
Corporation Annual Reports	729
U. S. Congressional Hearings	4,319
Total microfiche added this year	60,207

Map Collections:

Maps added	777
Total maps accumulated to date	76,830

Volumes bound and rebound by the New Mexico bookbinders:

Books	4,788
Periodicals	8,943
Theses and dissertations	537
Total items	14,268

Home bindery production:

Tying of incomplete volumes	0
"Z" binding	0
Pamphlets	1,076
Total items	1,076

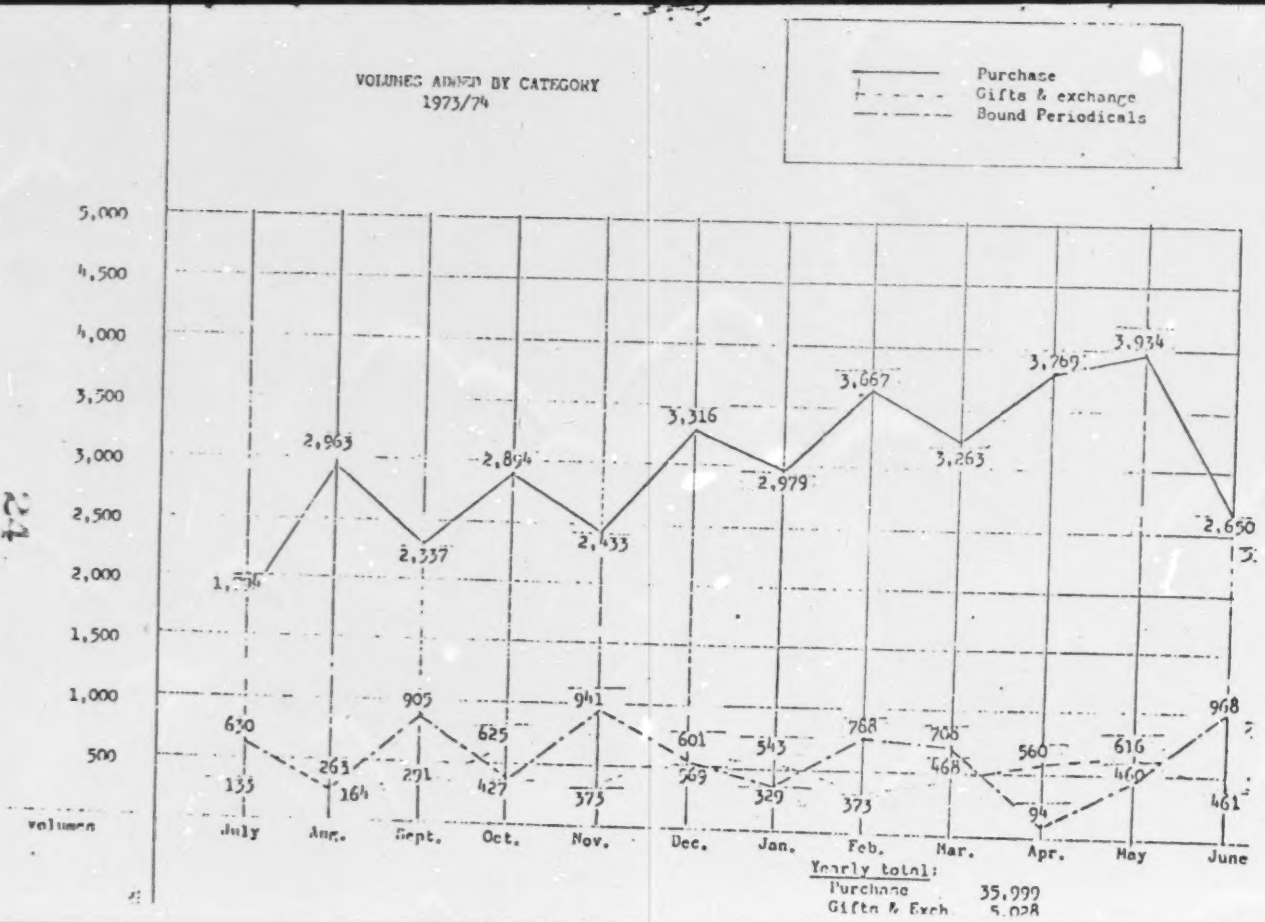
Monies expended for the Library of Congress cards $ 0.00

Monies received from sale of surplus goods $ 1,731.17

Government documents received during the current year:

Depository	12,472
New Mexico	308
Pan American Union	183
United Nations	434
State Governments	127
Expediting Services	2,243
Foreign government documents	130
Other	2,526
Total of all documents	19,521

New items received during the year 96



Yearly total:

Purchase	35,999
Gifts & Exch.	5,028

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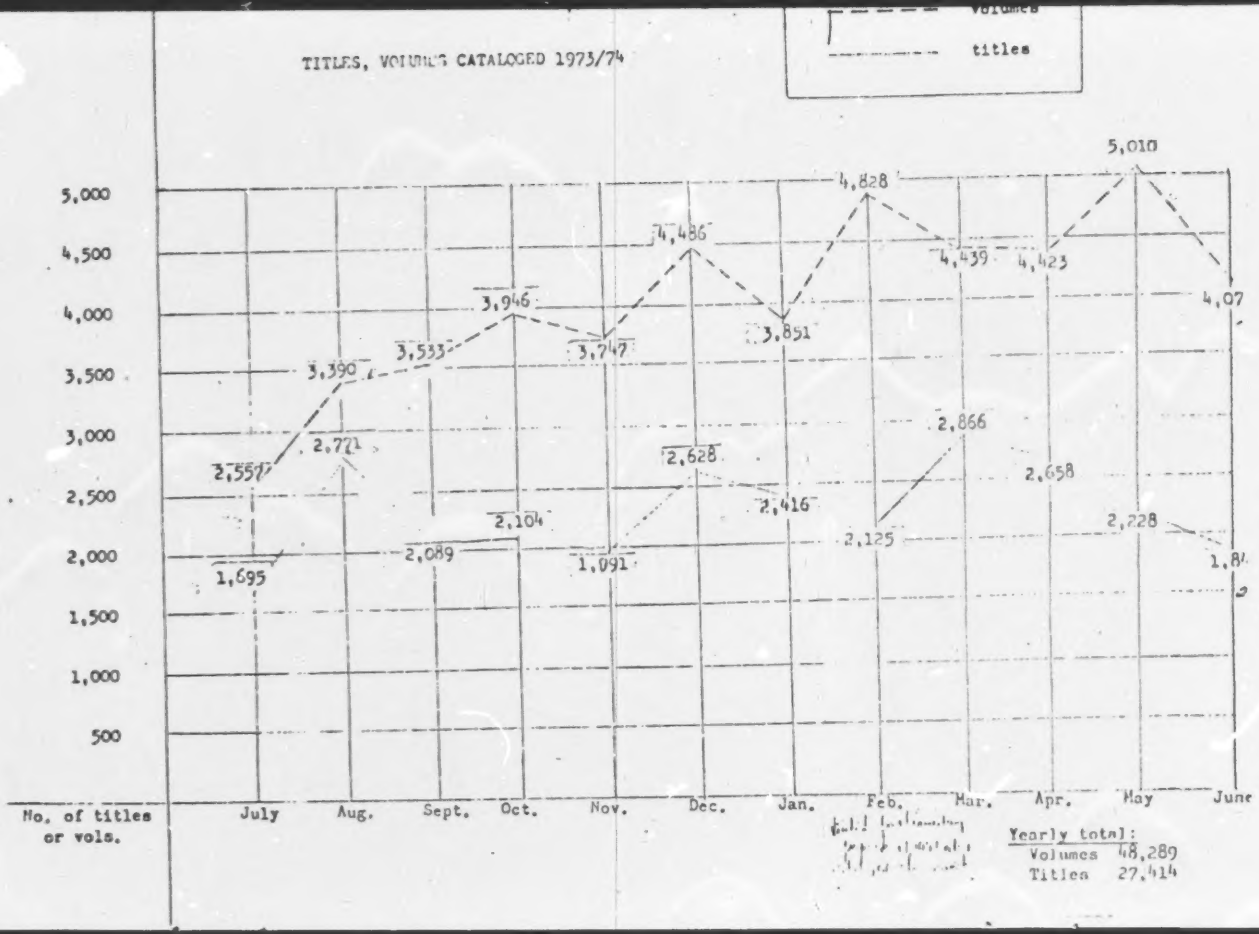
TITLES, VOLUMES CATALOGED 1973/74



Yearly total:

Volumes	48,289
Titles	27,414

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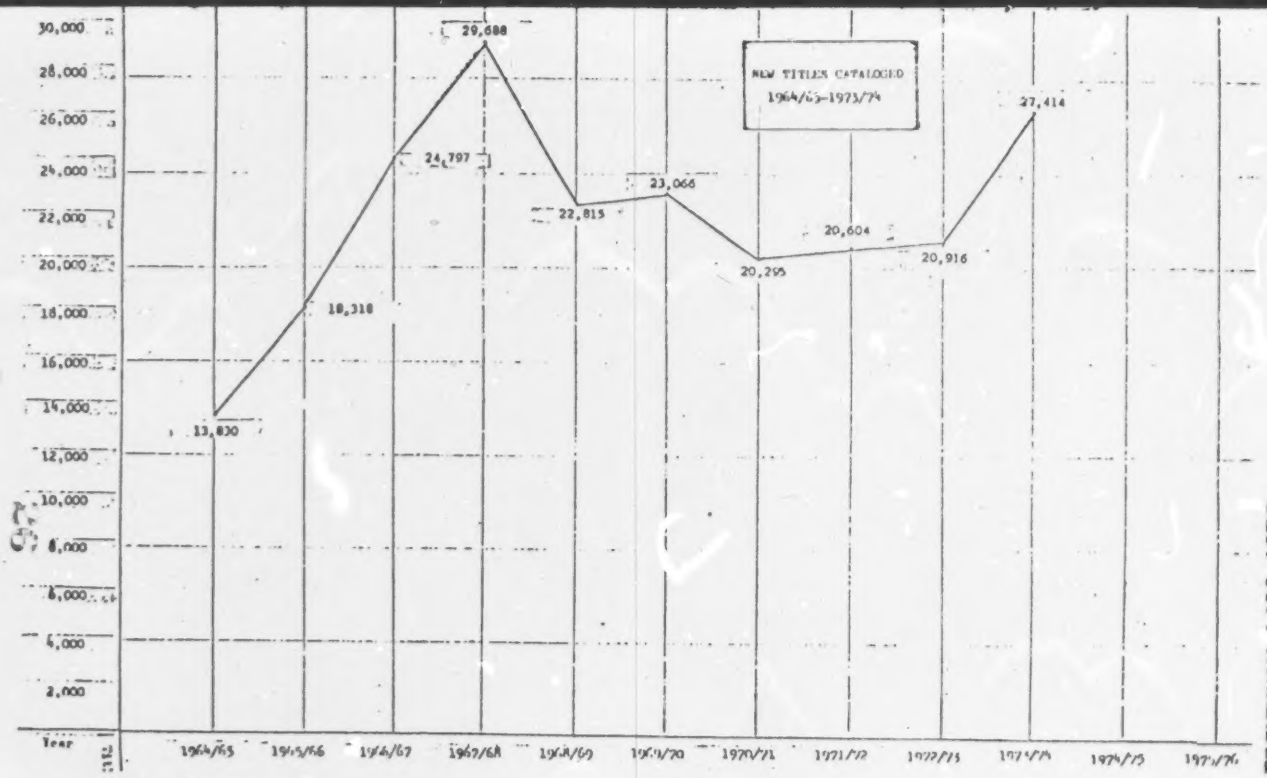

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FACULTY AND STAFF MEMBERS

THE UNIVERSITY OF NEW MEXICO GENERAL LIBRARY

	Dean of Library Services
Administrative Services Department	
David L. Ince	Chief
Bridewell, David	Administrative Assistant I
Neville, Sandra	Systems Librarian
Buck, Kay	Office Manager
Misenko, Virginia	Administrative Secretary
Segura, Andy	Administrative Assistant I
Pasache, Linda	Clerical Specialist III
DeVries, Linda	Clerical Specialist II
Padilla, Edward	Clerical Specialist IV
Windsor, James	Clerical Specialist II
Library Copy Service	
Teale, Jerry	Copy Service Supervisor
Keller, Karla	Clerical Specialist IV
Schell, Julie	Clerical Specialist I
Bennett, Mary	Clerical Specialist I(temp,p.t.)
Fernandez, John	Clerical Specialist I(temp,p.t.)
McArthur, Dan	Clerical Specialist I(temp,p.t.)
Executive Director, Friends of the UNM Libraries	Weinrod, William
Arthur DeVolder, Chief	Assistant Dean of Library Services
Acquisitions	
Hanson, Mary Ellen	Chief
Reed, Linda	Assistant Acquisition Librarian
Graham, Robert	Clerical Specialist III
Lashley, Ruth	Clerical Specialist V
Meadow, Katie	Clerical Specialist III
Sanchez, Maria C.	Clerical Specialist III
Gifts and Exchange Section	
Shea, Pat	Chief, Library Technical Ass't II
Valdez, Josie	Library Technical Ass't I
Stuber, Jim	Clerical Specialist III

HONORARY LIBRARY CONSULTANTS:

Mr. George Dalphin	Map Librarianship
Prof. Grace Edmister	Music, History
Mr. Andrew Gregg	New Mexicana
Mrs. Robert Lister	Southwestern Bibliography
Dr. Hugh Miller	Music, Bibliography
Prof. Emeritus, Katherine Simons	Elizabethan Studies
Prof. T. Lynn Smith	Latin American Studies

7/2/74

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Catalog Department

Foster, Don - sabbatical 6/1-12/31/74	Chief
Bensinger, Claire - 1 yr.sabbatical 6/1/74	Assistant Catalog Librarian
Brow, Ellen	Assistant Catalog Librarian
PT REFERENCE	
Fletcher, Marilyn	Assistant Catalog Librarian
Wong, Evleyn	Assistant Catalog Librarian
Cox, Barbara	Assistant Catalog Librarian
Johnson, Don	Library Technical Asst. III
Sandman, Joy	Library Technical Asst. I
Elder, Evelyn	Clerical Specialist IV
Reddy, Nirmalla	Clerical Specialist III

Processing Department

Yen, Sidney	Chief
Melling, Clark	Library Technical Asst. III
Wuest, Jacquelyn	Library Technical Asst. II (Perm. PT)

Marking Section

Milne, Sara	Library Technical Asst. I
Gibson, Linda	Clerical Specialist I

Pre-Cataloging Section

Ackerman, Margaret	Library Technical Asst. II
Choi, Sonbi	Library Technical Asst. I

Copy Cataloging Section

Paustian, Sally	Clerical Specialist III
Sittingbull, Prescilla	Clerical Specialist III
Torres, Stella	Clerical Specialist III
Wood, Henry	Clerical Specialist III
Montoya, Jennie	Clerical Specialist I

Serials Department

Ruoss, Marilyn	Chief
Olson, Kenneth	Research Librarian

Order Section

Lindas, Nancy	Library Technical Asst. II
Dailey, Stephani	Clerical Specialist III

Binding Section

Leahy, Mary	Chief
	Library Technical Asst. II
Armijo, Theresa	Clerical Specialist III
Shebala, Marley	Clerical Specialist III
Bidewell, Ivan	Clerical Specialist IV

Checklist Section

Dodge, Lucille	Library Technical Asst. I
Goodrich, Sam	Clerical Specialist IV
Clymer, Frances	Clerical Specialist III

Periodical Room Section

COLLECTION DEVELOPMENT DIVISION

George Miller, Chief	Assistant Dean of Library Services
Merrill, Carol	Dept. Secretary
Michael, Betty	Clerical Specialist III

Bibliographers

Martin-Smith, Betty	Humanities Bibliographer
Reed, Alan	Social Science Bibliographer
Trester, Dorothy	Science-Engineering Bibliographer
Tjarks, Alicia	Library Specialist
Warren, Charles PT REFERENCE	General Bibliographer

Searchers

Thorson, Connie	Library Technical Asst. III
Phinney, Jeannette	Library Technical Asst. I
Turner, Anita	Library Technical Asst. I
Whitham, David	Library Technical Asst. I
Kern, Elizabeth	Library Technical Asst. I
Rivas-Quijano, Silda	Library Technical Asst. I
Iden, Abigail	Library Technical Asst. I (Perm. PT)
Lackmann, Elizabeth	Library Technical Asst. I (Perm. PT)

READERS' SERVICES DIVISION

Alice Clark, Chief	Assistant Dean of Library Services
Homestead, Mack	Orientation Coordinator & Graduate Research Consultant.

Special Collection Department

Moore, Mary Lu	Chief
Hopson, Rex	Assistant Special Collections Librarian
Lee, Helen	Library Technical Asst. III
Blumenthal, Mary	Library Technical Asst. II
Whitham, Gail	Library Technical Asst. I
Lott, Hannah	Clerical Specialist III
Barnhart, Jan	Clerical Specialist II
Johnson, Robert	Library Technical Asst. I

Reference Department

Ruoss, C. Martin	Chief
Hight, Beatrice	Assistant Reference Librarian
Brow, Helen PT CATALOG	Assistant Reference Librarian
Lane, Zanier	Assistant Reference Librarian
Lewis, Linda	Assistant Reference Librarian
Wonsmos, Dorothy	Assistant Reference Librarian
Warren, Charles PT BIBLIO.	Assistant Reference Librarian Library Technical Asst. I
Pennington, Claire	Library Technical Asst. I
Costa, Katherine	Library Technical Asst. I
Kochiyama, Nancy	Clerical Specialist II

Ethnic Studies Section

Quintana, Helena	Chief, Assistant Reference Librarian

Government Publications Section

Duncan, Marcia	Chief
Peattie, Sue	Library Technical Asst. III
Woodward, Miriam	Library Technical Asst. I
Legere, Dorothy	Clerical Specialist IV

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Circulation Department

Starr, Peter	Chief
Shoupe, Keitha	I.L.L. Coordinator
	Library Technical Asst. III
Seeds, Alice	Library Technical Asst. III
Armijo, Eugene	Library Technical Asst. I
Jacobson, Geraldine	Library Technical Asst. I
Humphreys, Joe	Clerical Specialist III
Walk, Robert	Clerical Specialist III
Sanchez, Jose	Clerical Specialist I
Schwerkoske, Tom	Clerical Specialist I
Robertson, Twyla	Clerical Specialist I(Perm. PT)

Reserve Section

Reed, Laurel	Chief, Library Technical Asst. III
Addy, Maria	Clerical Specialist II (Temp. PT)

Fine Arts Library

Wright, Jim	Fine Arts Librarian
Cohen, Phyllis	Assistant Fine Arts Librarian
Curtis, Charlemaud	Library Specialist
Boehme, Don	Clerical Specialist IV
Foliart, Jackie	Clerical Specialist III
Wolfe, Michael	Electronics Technician

Parish Library

Mackey, Neosha	Chief
Herrera, Agnes	Clerical Specialist III
Cherby, David	Clerical Specialist I

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